Cabinet for Health and Family Services
Governor's Office of Electronic Health Information
Information Technology Policies

Category: 9.1 000.000
Category Title: GOEHI OBLIGATIONS

000.000 Policy Title: User Authentication and Audit

Policy: KHIE must accept the credentials of users accessing KHIE through a third party electronic health record, electronic medical record and/or health information system. User credentials may only be accepted by KHIE after a user has gone through appropriate registration and identity proofing procedures.

1. GOEHI will follow the National Institute of Standards and Technology (NIST) Level 2 registration.
2. GOEHI will encrypt user authentication data stored in KHIE. KHIE will use industry best practices in determining the level of encryption for user authentication data.
3. GOEHI will periodically audit user authentication logs as part of the routine audit process. Included in the audit, KHIE will develop protocols that identify outliers for the audit of the authentication and assessment logs. Any unusual findings from the audit must be investigated and resolved in a timely manner.
4. GOEHI will maintain an audit trail of user authentication logs for a length of time consistent with state and federal requirements.

Scope: This policy applies to all GOEHI and KHIE employees and contractors, including all persons providing contractor services.

Policy/Procedure Maintenance Responsibility: The Governor's Office of Electronic Health Information is responsible for the maintenance of this policy.

Applicability: All GOEHI and KHIE employees and contractors shall adhere to this policy.

Exceptions: There are no exceptions to this policy.
Review Cycle: Bi-Annual
Timeline:
Revision Date:
Review Date:

Effective Date: